1. PREPARATORY WORK

1.1. Consultant Request for Proposals (RFP)

The Shasta County Water Agency (Agency) will develop an RFP using this work plan as a scope. A consultant will be selected based on Groundwater Management Plan development experience and perceived effectiveness of its response per Agency procedures.

1.2. Develop Local Groundwater Assistance (LGA) Grant Contract

Actual Consultant fees may differ from the estimates used to develop this grant application. The Consultant's experience may also indicate a better way to achieve the desired results. The exhibits to the contract with the Department of Water Resources (DWR) should account for these possible differences.

2. PUBLIC NOTIFICATION

2.1. Publish Notice of Intent

California Water Code (CWC) §10753.2 instructs local agencies wishing to adopt GWMP's to advertise their intent pursuant to Government Code (GC) §6066. The Agency will advertise twice (once per week) in the Redding Record Searchlight, a daily covering all of Shasta County, and twice in the Ridge Rider News, a weekly covering the North Fork Battle Creek Basin area. Resolution of Intent will also be published on the Agency's web site along with a map with adequate detail to assist people. In determining whether or not they are in the basin

2.2. Public Hearing

CWC § 10753.2 (a) requires local agencies wishing to a GWMP's to hold a public hearing to help leaders make a decision on the adoption of a Resolution of Intent.

2.3. Adopt Resolution of Intent

Assuming the general public, public in the North Fork Battle Creek Basin, and the Agency's Board of Directors express no valid reservations, a Resolution of Intent to Develop a GWMP would be adopted.

2.4. Ratify DWR LGA Grant Contract

Assuming the general public, public in the North Fork Battle Creek Basin, and the Agency's Board of Directors have no reservations with development of a GWMP and are in agreement with staff's consultant selection, the Chairman of the Board of Directors would execute the project agreement.

2.5. Hire Consultant

Assuming the general public, public in the North Fork Battle Creek Basin, and the Agency's Board of Directors have no reservations with development of a GWMP and the form of agreement proffered by the Department of Water Resources, the Chairman of the Board of Directors would execute an agreement with the Consultant.

2.6. Various Notifications

Within 30 days of adoption of the Notice of Intent, Agency staff will provide the DWR a copy of the Resolution of Intent. The Resolution of Intent will be published in the Redding Record Searchlight and the Ridge Rider News as required by CWC §10753.3. The Resolution of Intent will also be published on the Agency's web site. An interest form will be available on the website so that members of the public may be notified of project developments. The public will also be able to volunteer for the Technical Advisory Committee (TAC).

2.7. TAC Appointment

Agency staff will contact other agencies and "public" water systems in the North Fork Battle Creek Basin to gage their interest in participating in the TAC. Additionally, members of the public expressing appropriate interest and/or background will be contacted regarding their willingness to participate in the TAC. The list of those wishing

to participate will be returned to the Board of Directors for final selection and appointment.

3. PHYSIOGRAPHY AND GEOLOGY

3.1. Characterize Geology, Climate and Land Use

Consultant staff (or subconsultants) possessing appropriate technical backgrounds will use appropriate sources to develop a written description of the geology, hydrogeology, climate and land use in the North Fork Battle Creek basin.

3.2. Characterize Groundwater Elevation with Well Logs

Agency staff will identify the section locations of the basin and send a letter to the DWR requesting that well logs for that area be made available to the Consultant. Using the well logs and CASGEM data, the Consultant will generally characterize groundwater elevation and behavior in the basin.

3.3. Characterize Surface Water Flows with Available Stream Data

The North Fork Battle Creek basin has a number streams, canals and at least one reservoir in it. The streams may have flow information available from other agencies. The operators of the canals and reservoir (Pacific Gas and Electric) may also have information that is publicly available or they are willing to share. The Consultant will gather this information and generally characterize the link between ground and surface water in the basin.

3.4. Characterize Water Quality

Well logs and the Shasta County Department of Resource Management's Division of Environmental Health (which regulates the public water systems. The basin contains one mutual water company, private camp ground and a cabin-based retreat) will give the Consultant a basis to document water quality concerns.

3.5. Consider Inelastic Subsidence

The Consultant will consider and document the probable location and magnitude of inelastic subsidence given its understanding of geology, groundwater elevation, surface flows, and land use.

3.6. Evaluate Recharge

Consultant will describe recharge areas in the basin given its understanding of geology, groundwater elevation, surface flows, and land use.

3.7. Develop Map(s)

Consultant will develop a map displaying the information required CWC § 10753.7 (a)(3) and 10753.7 (a)(4).

3.8. Consider Possible Plan Inclusions

Consultant determines if any of the technical items listed in CWC §10753.8 bear further consideration for inclusion in the GWMP.

3.9. TAC Review

The TAC will review the information as it is developed. Where appropriate, it will compare characterizations to experience. The TAC and Consultant may meet in person or by telephony to discuss the content. The TAC will also consider the non-technical aspects of CWC §10753.8 bear further consideration.

4. PROPOSE MONITORING PLAN

4.1. Develop Groundwater and Surface Water Monitoring Plan

Synthesizing the information in Part 3, the Consultant will produce a focused groundwater elevation monitoring plan, surface water monitoring plan, water quality monitoring plan and inelastic subsidence monitoring plan.

4.2. TAC Review

The TAC will review the proposed Monitoring Plan. The TAC and Consultant may meet in person or by telephony to discuss the content and monitoring locations.

4.3. Outreach to Willing Landowners

Staff will use the focused plan, well logs and the County Assessor-Recorder's records to contact public, private and corporate landowners with wells overlying the areas of interest. If landowners are willing, the Agency will execute permission to enter agreements to periodically measure groundwater elevations.

4.4. Initial Monitoring

At the appropriate point in the ongoing monitoring cycles, Agency staff will monitor water characteristics.

5. BASIN MANAGEMENT OBJECTIVES (BMO'S)

5.1. Develop Proposed BMO's

Based on the research developed in Part 3 and the monitoring information available, the Consultant will propose BMO's.

5.2. TAC Consideration of BMO's

The TAC and Consultant will meet in person or by telephony and discuss the proposed BMO's.

6. PUBLIC INPUT

6.1. Advertise In-Basin Public Meeting

Agency staff will find a suitable, in-basin location for a meeting and advertise by direct mail and email to those expressing interest on the website (Task 2.6) and those contacted in Part 4. The draft GWMP's, including BMO's, will be presented and public comment will be taken at the meeting.

6.2. Additional Public Comment

The Draft GWMP will be posted to the project website and additional comment will be taken.

6.3. Revise GWMP

The Consultant and TAC will meet to discuss public comments on the proposed GWMP and make revisions accordingly.

6.4. Prepare GWMP

Consultant will prepare the final plan.

7. ADOPT GWMP

7.1. Publish Notice of Intent to Adopt

CWC §10753.5 instructs local agencies wishing to adopt GWMP's to advertise their intent pursuant to Government Code (GC) §6066. The Agency will advertise twice (once per week) in the Redding Record Searchlight, a daily covering all of Shasta County, and twice in the Ridge Rider News, a weekly covering the North Fork Battle Creek Basin area.

7.2. Public Hearing

CWC § 10753.2 (a) requires local agencies wishing to a GWMP's to hold a public hearing to help leaders make a decision on the adoption of a GWMP and to consider protests.

7.3. Board of Directors Adopts Plan

Should the Board of Directors find no overriding interest and there is no majority protest within 35 days of the hearing, the Plan will be adopted.

7.4. Concluding Activities

The adopted GWMP will be sent to the DWR and posted to the Agency's website. The BMO's will be implemented where and when appropriate. The map(s) described in Task 3.7 will be sent to Shasta County Department of Resource Management's Division of Planning and interested public notified.